



Board Meeting Minutes

February 19, 2009 – 1:00 PM- 2:00 PM

Chief Justice's Office ~ 1st Floor, Supreme Court

Attendees:

Tom Trenbeath, Chief Justice VandeWalle, Chuck Placek, Lisa Feldner, Pam Schafer, Leann Bertsch, Amy Vorachek, Sue Davenport (scribe)

1) Approve minutes

- a) Tom moved to approve minutes. Chief seconds. Minutes approved.

2) CJIS program status

a) SAVIN

- i) Amy distributed the Project Status Report and Project Schedule to committee members. The first 3 jails were online in January. Once on-line, the jails go through the launch process; which entails a soft launch with training and public relations activities to follow. The jails will use SAVIN as an enhancement at first while they are getting acquainted with the system. It has been found that some agencies are not doing notification today so SAVIN will be much more than an enhancement in these areas. We need to continue to work with these agencies and have them on board. Amy has been traveling and providing training to the agencies as they go on-line with SAVIN.
- ii) Amy reported that even with the issues that were presented with HB 1041 it has been very promising working with the victim witness advocates. They seem to understand the program a bit more as well as the legislative process.
- iii) The DOCR work efforts are moving along a lot better than then they were in the start. Chuck reported that in the beginning there appeared to be terminology issues. These issues have been resolved.
- iv) The Sex offender module is scheduled to be completed by April 30th. This date may need to be revisited.
- v) Stark County Jail will be coming on board; they have decided to use DSI-Lite, the free jail management system.
- vi) The Chief was concerned about the jails only using SAVIN as an enhancement; it is not why SAVIN was pursued. At first it is ok for them to use it that way until they get used to it; but he would not want to see it stay this way. Amy thinks we will see some jails as forward thinkers. Sometimes correction facilities have so many tools they may forget how to use it. Once the project has moved to "program" mode we more than likely will have to go back and retrain. For those who are not using anything, this is not an enhancement.
- vii) A fact sheet was given to all the jails. Amy distributed a copy to the committee.
- viii) Amy asked as we move forward with SAVIN, is there any way to solicit support from the Attorney General's or Governor's office? Tom believes this is entirely possible. Suggestions on timing for that should be given to Amy.

b) CJIS

- i) Marketing efforts: Amy, Darin, and Tammy presented at the State's Attorneys' conference along with the software vendor, New Dawn Technology.
- ii) Bismarck PD: Communication with the vendor is happening. We are close to getting shared information with the CJIS Portal.
- iii) Fargo PD: Working with Fargo as they are replacing their current CAD/RMS system. The CJIS Portal interface was not included in their RFP due to cost. Fargo has asked CJIS to fund the vendor interface fees. The CJIS Executive Committee has recommended that CJIS pay for these interfaces as it is important to CJIS to have this large amount of data. Currently, the board has authorized CJIS to expend 10,000 per agency; with this interface we will acquire information from three sources; Fargo, Cass County and West Fargo. Therefore, it would appear that \$30,000 is a reasonable figure. The Chief stated if Fargo/Cass is ready to come on, we can replicate that for other places and reduce cost such as Minot and Ward as they have the same vendor. Pam said the quantity of data is important. Lisa agreed it will help reduce costs in the future. Tom suggested we can we get a commitment from the vendor. Pam will work with the vendor.
- iv) DNA inquiry project: The Attorney General's Crime Lab has DNA information in a database. CJIS customers have asked to be able to inquire on DNA through the CJIS Portal as well as the State Radio's teletype. With the increased legislative requirements of DNA records, this will allow a broader base of law enforcement agencies the ability to check to see if they need to obtain a DNA sample. Crime Lab Tour: The board suggested a tour of the new crime lab. Tom will work on the arrangements and will provide information to Pam. He suggested the tour at 1:00 pm and then meet at 2:00 pm for the next meeting.
- v) Disposition study: Gordon and Darin are at a point where they are having positive results from working with the Attorney General's staff. The next step is to provide the information to the vendor to receive a cost estimate.
- vi) Legislative status: SB 2021, so far it's been good, hasn't passed yet. SB 2041 passed the house, HB 1041 passed the house.

3) Interagency Agreement

- a) The Interagency Agreement was distributed. Pam is seeking input and or approval from the CJIS Board.
- b) Mr. Mike Wilma, Assistant Attorney General, has reviewed the agreement. The Chief had questions on the termination section. He stated the way it is written; the agency has that option but not the state. On the top of the next page following the agency termination section, there is an option for either party to terminate in 30 days. Tom suggested removing the first section and leaving in the statement where either party has 30 days to terminate. Pam will make the changes, review with Mike Wilma, and provide an updated version for the CJIS Board at the next meeting.

4) Next Meeting is March 11, 2009

5) Tom motioned to adjourn. Chief seconds. Meeting adjourned 1:53 pm